

**Radio Road Beautification M.S.T.U.
Advisory Committee
8300 Radio Road
Naples, Florida 34104**

September 11, 2023

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Schoenfelder called the meeting to order at 3:00 P.M.

A quorum of four was present. The Pledge of Allegiance was recited.

II. ATTENDANCE

Advisory Committee: Maria Schoenfelder, Chair
Harry Wilson, Vice Chair
Michael Cashman
Frank Cooper
(Open Seat)

County Staff: Judith Sizensky, Project Manager
Rosio Garcia, Operations Coordinator

Landscape: Juan Cruz, Superior Landscaping and Lawn Service

Transcriptionist: Wendy Warren, Premier Staffing

III. APPROVAL OF AGENDA

*Mr. Cooper moved to approve the Agenda of the Radio Road Beautification MSTU meeting.
Second by Mr. Cashman. Carried unanimously 4 – 0.*

IV. APPROVAL OF MINUTES: May 8, 2023, and August 7, 2023.

*Mr. Cooper moved to approve the minutes of the May 8, 2023, and August 7, 2023, meetings
of the Radio Road Beautification MSTU as presented. Second by Chair Schoenfelder. Carried
unanimously 4 – 0.*

V. LANDSCAPE MAINTENANCE REPORT – Superior Landscaping, Juan Cruz

Mr. Cruz presented a proposal to landscape Median #1 on Devonshire Boulevard with one hundred twenty (120) Green Island Ficus plants at a cost of \$2,097.00. Mulch will be installed on all medians on Devonshire Boulevard.

*Chair Schoenfelder motioned to approve installation of one hundred twenty Green Island Ficus
plants on Devonshire Boulevard, Median #1, at a cost of \$2,709.00. Mulch will be placed in all
medians in accordance with the price contracted by the County with Superior Landscaping. The
project will commence October 15, 2023, and be completed by November 15, 2023. Second by
Mr. Cooper. Carried unanimously 4 – 0.*

VI. PROJECT MANAGER REPORT – Judy Sizensky

A. Budget Report

Ms. Sizensky provided the “*Radio Road MSTU Fund Budget 1625*” dated September 11, 2023, for information purposes. She provided an overview of the budget highlighting:

- Purchase Orders
 1. Bartlett Tree Experts – Tree removal.
 2. Hannula Landscaping – Landscape & Irrigation for Rich King Entryway. *The project is completed.*
 3. Premier Staffing – Transcription Services.
 4. SiteOne Landscape Supply – Irrigation Parts & Pumps.
 5. Superior Landscaping Services –
 - Incidentals are for landscape refurbishment and miscellaneous.
 - Grounds Maintenance includes irrigation repairs.
 6. Treetop Products – Benches for the Rich King Memorial Greenway

- Budget
 - a. FY-23 Taxable Value increased 17.39% over FY-22.
 - b. The FY-23 millage rate, approved by the Board of County Commissioners (BCC), is 0.0000.
 - c. The FY-23 budget is funded by Carry Forward Funds.
 - d. Transfers and Contributions, Line 9, are (\$332,326.20), a carry-over of unexpended FY-22 funds.
 - e. Total Revenue, Line 10, is (\$334,326.20), including investment interest, transfers, contributions, and expenditures.
 - f. Operating Expense, Line 33, is budgeted at \$154,200.00; with current Commitments of \$35,907.39, Expenditures of \$76,893.97, and a Budget Remainder (unspent operating funds) of \$41,398.64.
 - g. Capital Outlay, Line 35, budgeted at \$68,026.20, has Expenditures for final invoice paid to Hannula Landscaping in the amount of \$17,615.15 and a Budget remainder of \$41,688.05.
 - h. Line 37, Transfers – \$43,900.00 has been transferred and a balance of \$0 remains for transfer. (PTNE Staff & Overhead).
 - i. Reserves, Line 41 - Of the \$75000.00 budgeted, \$0 has been spent.
 - j. Total Expenditures, Line 42 - Of the \$334,026.20, \$44,630.39 is committed on existing Purchase Orders, with \$138,411.16 total expenditures, leaving a remainder of \$150,984.65 available within budget as needed.
 - k. The Budget amount of \$334,026.20 does not change during the fiscal year.

- General
 - a. Funds can be transferred between categories if a shortfall occurs.
 - b. Funds from Reserves, Line 41, can be accessed for the current year’s expenditures or to finance special projects consistent with the MSTU Ordinance, upon a recommendation by the Advisory Committee and approval by the Board of County Commissioners (BCC).
 - c. Funds not spent in FY-23 (fiscal year 2023) will be carried forward into FY-24.
 - d. Fund 158 is exclusive to the Radio Road MSTU and cannot be utilized by outside entities.

B. The New Turn Lane Project

Ms. Sizensky provided an update on the “*Collier County Board of Commissioners Landscape & Irrigation Intersection Improvement Plan*” noting:

- Construction to modify the Radio Road left turn lanes at the intersection of Devonshire Blvd. and Countryside Dr. by twelve (12) feet is complete.
- The MSTU's existing irrigations lines were utilized, so boring under the road was not required, significantly reducing the MSTU's project cost.
- The final cost to the MSTU for the project will be available at the October 2023 meeting.

C. Status of Irrigation System

Ms. Sizensky reported:

- The east and west side irrigation systems for Devonshire Boulevard are functioning.
- The controller for the irrigation panel box was replaced.
- Naples Electric repaired the well pump for \$200.00.

D. Discussion of Meeting with Commissioner Kowal

The Committee discussed Commissioner Kowal's recommendation to redefine the boundary lines for the Radio Road Beautification MSTU noting:

- Two (2) options (Map 1 and 2) for redistricting the boundary lines were presented.
- Both options include the Rich King Memorial Greenway in the proposed redistricting.
- The proposed boundaries outlined on Map 1, which include the communities of Berkshire Lakes, Briarwood, Countryside, Foxfire, Glen Eagle and The Shores, are the most favorable option.
- Board of County Commissioners (BCC) approval is required for the redistricting and millage rate assessment.

Mr. Cooper motioned to recommend the Board of County Commissioners redistrict the boundaries as outlined on Map 1 for the Radio Road Beautification MSTU. Second by Vice Chair Wilson. Carried unanimously 4 – 0.

Ms. Sizensky will provide the assessed values for the properties located in the proposed redistricting boundaries.

E. Update on Right of Way Plantings and Irrigation (at SBB Entrance to Devonshire)

Ms. Sizensky provided the update noting:

- Four (4) Sabal Palms were removed from the median(s).
- Medians will be landscaped on finalization of the turn lane construction.
- Mulch will be placed in all medians at the end of the rainy season.

F. Cost for Rich King Greenway Maintenance

Ms. Sizensky will solicit a cost quote for annual maintenance of the Rich King Memorial Greenway.

VII. OLD BUSINESS

A. Office of Management and Budget Discussion

The Committee and Staff noted:

- The OMB acknowledged the necessity to increase the millage rate effective FY-25 to meet the financial needs for annual maintenance expense and long-term asset repair and replacement as identified in the *Capital Asset Management Plan*.
- Reserves for catastrophic events, reflected in the Budget as *Capital for Reserve*, are essential.
- The Committee will recommend a millage rate, effective for Fiscal Year 2025, once the new boundary lines are determined.

- The millage rate adopted will be applied to the properties within the new boundaries, effective for the FY-25 budget (October 1, 2024).

VIII. NEW BUSINESS

Advisory Committee Open Seat

Ms. Sizensky reported there is one (1) advisory seat available on the Radio Road Beautification MSTU Advisory Committee. The Board of County Commissioners (BCC) will post the position. Appointment for a four-year term is subject to approval by the BCC.

Interested parties for membership on the Advisory Committee can submit Online Applications at <https://www.colliercountyfl.gov/government/advisory-boards-and-authorities/online-advisory-board-application>.

IX. COMMITTEE MEMBER COMMENTS

None

X. PUBLIC COMMENTS

None

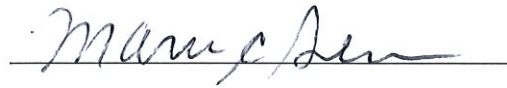
XI. ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned by the Chair at 3:50 P.M.

NEXT MEETING

**OCTOBER 9, 2023 - 3:00 PM
BERKSHIRE LAKES MASTER ASSOCIATION CLUBHOUSE
495 BELVILLE BOULEVARD
NAPLES, FLORIDA 34104**

RADIO ROAD MSTU ADVISORY COMMITTEE



Maria Schoenfelder, Chair

The Minutes were approved by the Committee on 10/9, 2023 as presented X or as amended _____.